

JOINT COMMISSION ON SHARED SERVICES INITIATIVES
Minutes – January 16, 2014

COMMITTEE: Joint Commission on Shared Services Initiatives

DATE: January 16, 2014

TIME: 7:30 a.m.

LOCATION: Room 2550, County Courthouse

COMMITTEE CHAIR: Dave Duax

RECORDER: Angie Harmon

Commission Members Present:

City Council – Dave Duax, Kerry Kincaid, Eric Larsen

County Board – Colleen Bates, Gregg Moore, Gerald Wilkie

E.C. School Board – Carol Craig, Kathryn Duax, Chris Hambuch Boyle

Staff Present: Russell Van Gompel, Tom McCarty, Mary Ann Hardebeck, Tom Hurley, Dale Peters, Linda DesForge and Angie Harmon

Others Present: Jeremy Gragert

AGENDA ITEM #1: Call to Order.

Commission Chair Dave Duax called the meeting to order at 7:35 a.m.

AGENDA ITEM #2: Approval of the minutes of the Joint Commission on Shared Services Initiatives meeting of November 21, 2013.

ACTION: Gregg Moore made a motion to approve the minutes as presented. Jerry Wilkie seconded the motion and the motion carried.

AGENDA ITEM #3: Update on the Texas A & M Engineering Extension Training for Elected Officials.

Handout: Draft TEEX Senior/Elected Officials Workshop Invite

Mr. Hurley informed the members that the WI Emergency Management gave approval to hold the training presented by Texas Engineering Extension Services (TEEX). Lunch will be provided and invitations will be sent to all local elected officials in Eau Claire County. Members of fire and law enforcement will be available for questions. Training will be held on Wednesday, February 12, 2014 from 9 a.m. – 4 p.m.

AGENDA ITEM #4: Discussion of disseminating Dashboards to the three governmental entities and the public.

Handout: JCSSI-Priority Projects 2012-2014 Dashboard

The commission discussed the updated dashboard that now includes an implementation line and brief description of the project. It was mentioned that the 2nd initiative should be changed, stating “Joint Health Care Insurance”, replacing the word “program” with “insurance”. Add the tag line box to the top of the dashboard.

AGENDA ITEM #5: Report on the Status of the Joint Health Care Insurance Study. (Dale Peters)

Dale informed the members of the recent developments on joint health care since the last meeting. Currently, all health services information is being compiled into one data base. This information will be available soon. An employer-based clinic was discussed; an RFP has been drafted.

AGENDA ITEM #6: Discussion of the Commission Work Session regarding the work plan for 2014-2016, scheduled to be held on February 6.

Emailed Handout: Priority Projects Working Documents

The work session will take place at the Airport’s Conference Room on Feb. 6th. At the work session the members will work on the top priority projects and also review each of the current initiatives. It was decided to add the mission statement to all documents.

AGENDA ITEM #7: Update on the Draft Charter for Shared Administrative Functions.

Handout: Share Administrative Functions & Space – Draft Charter

This is a charter that combines two initiatives, Share Administrative Functions with Share Administrative Space and Facilities. This combined initiative will be of focus at the upcoming work session. Earlier there was a “cloud” diagram that was developed prior to the building project. This document will be helpful at the work session meeting. A review of the functions may answer the question of what space is needed.

AGENDA ITEM #8: Update on the Draft Charter for Shared Administrative Space & Facilities.

This discussion was included with Agenda Item # 7

AGENDA ITEM #9: Discussion and report from the three administrators on various needs.

The three administrators expressed their appreciation to the Commission members and are also thankful for the focused approach to the tasks and vision of the Commission.

AGENDA ITEM #10: Discussion of future agenda items and future meeting dates

The members were asked to check future meeting dates with their own calendars and report any discrepancies at the February 6th meeting.

AGENDA ITEM #11: Adjournment.

ACTION: Gregg Moore made a motion to adjourn the meeting. The motion was seconded by Eric Larsen and passed unanimously.

The meeting adjourned at 9:24 a.m.

FUTURE MEETING DATES:	TIME:	LOCATION:
Thursday, February 6 Commission Work Session	7:30 a.m.	Airport Commissioners Conference Room
Thursday, March 20	7:30 a.m.	North Conference Room, City Hall
Thursday, May 15	7:30 a.m.	Courthouse, Room 2550
Thursday, July 17	7:30 a.m.	North Conference Room, City Hall
Thursday, September 18	7:30 a.m.	Courthouse, Room 3312
Thursday, November 20	7:30 a.m.	North Conference Room, City Hall